

**REGISTER OF  
ENTERPRISE AGREEMENTS**

**ENTERPRISE AGREEMENT NO: EA00/109**

**TITLE: Waco Kwikform Limited Enterprise Agreement**

**I.R.C. NO: 2000/911**

**DATE APPROVED/COMMENCEMENT: 13 March 2000**

**TERM: 20 November 2001**

**NEW AGREEMENT OR  
VARIATION: New**

**GAZETTAL REFERENCE:**

**DATE TERMINATED:**

**NUMBER OF PAGES: 5**

**COVERAGE/DESCRIPTION OF**

**EMPLOYEES: Applies to all employees at its Sydney Branch classified under the Storemen and Packers General (State) Award**

**PARTIES: National Union of Workers, New South Wales Branch -&- Waco Kwikform Limited**

**WACO KWIKFORM LIMITED  
ENTERPRISE AGREEMENT**



**1. TITLE OF AGREEMENT**

This Agreement shall be known as the Waco Kwikform Limited Enterprise Agreement.

**2. ARRANGEMENT**

1. Title of agreement
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3. Application of agreement
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21. Signatories to agreement

**3. APPLICATION OF AGREEMENT**

This agreement shall apply to Waco Kwikform Ltd (ACN 002835396) at 10 and 12 Pike Street, Rydalmere, in the state of New South Wales, in respect of all employees at the Sydney Branch classified under the Storemen & Packers General (State) Award.

**4. PARTIES BOUND**

- i. Waco Kwikform Ltd, 10 Pike Street, Rydalmere, New South Wales (known in this document as 'the company').
- ii. National Union of Workers, New South Wales Branch (known in this document as 'the union').

**5. RELATIONSHIP TO PARENT AWARD**

It has been determined by the parties to this Enterprise Agreement that the Agreement shall be read and interpreted wholly in conjunction with the Storemen and Packers General (State) Award, provided that where there is any inconsistency, this Enterprise Agreement shall take precedence.

## 6. DURESS

This enterprise Agreement has not been entered into under duress by any of the parties.

## 7. PRODUCTIVITY MEASURES

### *The Company's Work Culture*

The objective is for management and employees to work together to produce a customer focused, well trained and high performing workforce which encourages innovation and flexibility. This allows for a more united workplace, higher employee morale and satisfaction.

The focus will be on teamwork, communication and skill enhancement to become regular practices in producing performance gain as employees accept more accountability and responsibility for the work they perform.

In doing so, the aim is to establish the company as a brand name that is widely perceived as a market leader renowned for its high integrity, quality, 'innovative and cost effective products, as well as providing competent and reliable customer service.

### *Training*

To foster the involvement of all staff and to provide training input, responsibility for their job functions and a commitment to improve the performance of the company as a whole.

## 8. TOTAL QUALITY MANAGEMENT

This Agreement will allow the company to find new and better ways to maintain a competitive edge and strengthen its businesses. Security for the organisation and employees equally, depends upon understanding and applying the working principles found in total quality management. The company, through its employees, is committed to focusing on continuous process improvement and eliminating waste in order to provide increased customer satisfaction. The company has committed itself to such improvements through accreditation to AS/NZS ISO 9002. Everyone's contribution to such a philosophy will contribute to future security and all parties promise to foster and promote a measurable quality-based environment.

## 9. TECHNOLOGY

This agreement will assist with the smooth introduction of new technology in the workplace and with the co-operation of the employees in the implementation of proposed technology in full consultation with the Union.

## 10. MATTERS FOR REVIEW

Any matters arising from the interpretation and implementation of operational changes are to be discussed by a consultative committee, comprising of two (2) employees who are members of the union and two representatives of management. The employee representative shall have the right to request a union representative to attend, if required.

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**11. ORDINARY HOURS OF WORK**

As per the Storemen and Packers General (State) Award.

**12. WAGE ADJUSTMENTS AND OTHER BENEFITS**

This agreement will provide the following:

- a. Employees covered by this agreement will be paid an hourly rate in accordance with their classification as follows:

From 24 November 1999

(i)	Storeperson	\$15.10/hr
(ii)	Storeperson/Forklift Driver	\$15.37/hr
(iii)	Leading hand allowance	\$ 2.59/hr

From 22 November 2000

(i)	Storeperson	\$15.86/hr
(ii)	Storeperson/Forklift Driver	\$16.14/hr
(iii)	Leading hand allowance	\$ 2.59/hr

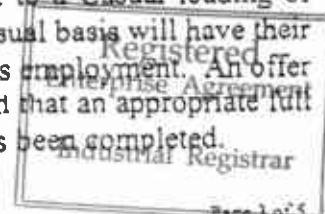
- b. A wash-up time of 5 minutes will be allowed immediately prior to meal break and immediately prior to end of the day's work.
- c. Allowances other than those shown in 12 a. above will be paid at the rate and in the manner described by the Storeman & Packers General (State) Award.
- d. The agreement will be in force for a period of two years.
- e. There will be no further claims during the life of the agreement.
- f. The agreement will be formalised in conjunction with the Union and ratified under the provisions of the Industrial Relations Act (New South Wales).

**13. COMMITMENTS BY EMPLOYEES**

The employees and the Union acknowledge that the increases referred to in Clause 12 have been agreed to in consideration for the commitment by the employees to make genuine efforts to improve customer service, reduced wastage, reduced absenteeism, increased productivity by meeting target requirements, reduced machine downtime, reduced injury rates, improve accuracy of equipment, dispatch and returns, and a reduction in non-conformance reports.

**14. CASUAL EMPLOYEES**

Casual employees will be party to this Agreement and will receive an hourly rate of pay for the appropriate classification as shown in Clause 12 (a), or as further amended by the provisions of this agreement. Such hourly rates will be subject to a Casual loading of fifteen per cent (15%) plus one twelfth. Employees hired on a casual basis will have their work reviewed periodically over the first six months of continuous employment. An offer of permanent employment will be made after six months provided that an appropriate full time position is available at that time and a satisfactory review has been completed.



## 15. COUNSELLING PROCEDURE

- i) A formal counselling process will apply to matters such as habitually poor timekeeping, unacceptable absenteeism or continuing errors made after the training period is completed.
- ii) If after counselling an employee does repeat an offence after being given the opportunity to improve, the employee will be issued with an official written warning, with the union representative in attendance.
- iii) If no improvement occurs the next step will be an official final warning administered with the union representative in attendance.
- iv) If the unacceptable behaviour continues while the employee is on an official final warning, the employee may be dismissed.

These warnings shall remain valid for a period of six months. This does not preclude the company from taking other disciplinary action in cases deemed to be of serious misconduct or refusing duty as defined in the award.

## 16. ROSTERED DAY OFF

Rostered Days may be accrued by mutual consent up to a maximum of 5 days as per the Storemen & Packers (State) General Award.

## 17. GRIEVANCE PROCEDURE

As per the Storemen and Packers General (State) Award.

## 18. CURRENT REGULATIONS

Regulations in place at the time of signing the agreement will remain in place unless overridden by the Agreement.

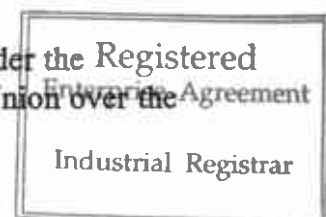
## 19. NO EXTRA CLAIMS

There shall be no other wage increases or other claims allowed during the life of this agreement except where consistent with the Agreement itself or National and/or State Wage Case Decisions.

## 20. COVERAGE OF SITE

a. The Company acknowledges that in respect of all employees who fall under the classification of this Enterprise Agreement, coverage of the site at 10 and 12 Pike Street Rydalmere NSW is provided by the Union.

b. The Company agrees to inform any new employee who falls under the Registered classification of this Enterprise Agreement of the coverage of the Union over the site and of the terms of this Enterprise Agreement.



**21. DATE OF REGISTRATION AND OPERATION OF THE AGREEMENT**

This Enterprise Agreement shall take effect from the 24th November 1999 and remain in force until 20th November 2001.

**22. SIGNATORIES TO AGREEMENT**

The Common Seal of  
Waco Kwikform Limited  
was affixed in the presence of:



A handwritten signature in black ink, appearing to be "A. L.", written over a horizontal line.

Director  
Waco Kwikform Limited

A handwritten signature in black ink, appearing to be "S. L.", written over a horizontal line.

Witnessed by: *Secretary*

Dated: 2 MARCH 2000

For an on behalf of the National Union of Workers

A large, stylized handwritten signature in black ink, appearing to be "Frank Belan", written over a horizontal line.

FRANK BELAN  
State Secretary

A handwritten signature in black ink, appearing to be "Jennifer", written over a horizontal line.

Witnessed by:

JENNIFER

Date: 6.3.2000.

